



## Michigan Supreme Court

State Court Administrative Office  
Michigan Hall of Justice  
P.O. Box 30052  
Lansing, Michigan 48909  
Phone (517) 373-0128

Carl L. Gromek, Chief of Staff  
State Court Administrator

### MEMORANDUM

DATE: September 20, 2006

TO: Chief Probate Judges  
cc: Probate Registers  
Probate Court System Providers

FROM: Carl L. Gromek

RE: New Deficiencies in Fiduciary Administration Report (SCAO 65) to Replace  
Delinquent Fiduciary Report (SCAO 23)

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Beginning January 1, 2008, the State Court Administrative Office (SCAO) will no longer collect the Delinquent Fiduciary Report. Instead, SCAO will collect the new Deficiencies in Fiduciary Administration Report.

The current Delinquent Fiduciary Report requires a listing of all delinquent fiduciaries, including those that are delinquent by one day. You may find this information useful in assessing fiduciary performance, and you may choose to continue to generate this report from your case management system, but beginning in 2008, SCAO will no longer collect this report. Instead, SCAO will collect the Deficiencies in Fiduciary Administration Report, which contains two subreports. The first subreport is a summary report of the number of active cases and the number of cases with a deficiency that has existed for more than 182 days without cure or without the appointment of a special or successor fiduciary. The second subreport is a detail report of the specific cases with a deficiency that has existed for more than 182 days without cure or without the appointment of a special or successor fiduciary. Only the deficiencies in existence on the reporting dates are reported.

Beginning January 1, 2008, submit these reports on paper to your regional administrator. SCAO will develop a secure web application to enable electronic reporting. This application will replace the paper reporting and will be accessible through the Michigan Court Application Portal (MCAP). Additional details about electronic reporting will be provided to you and your system providers as it becomes available.

If you have any questions, please contact your regional administrator.

Attachment

<b>DEFICIENCIES IN FIDUCIARY ADMINISTRATION</b> Complete semiannually and transmit no later than 30 days following the end of the reporting period.			Reporting Period January-June _____ (year) July-December _____ (year)
Preparer's name	Preparer's telephone no.	Court no. and designation	County or Location

**A: Summary Report**

Line	CASE TYPE	DA	DE	TT	TV	CA	CY	DD	GA	GL	GM	LG
1	Active Cases											
2	Deficient Over 182 Days											

Line 1: For each case type, report the total number of open cases as of the end of the reporting period.

Line 2: Of the cases reported in Line 1, report each case with a deficiency that has existed for more than 182 days as of the end of the reporting period unless, before the end of the reporting period, the deficiency was cured or a special or successor fiduciary was appointed.

**B: Detail Report**

For each case reported in Line 2, list the case number, the name of the fiduciary, the date of the deficiency, the type of deficiency, and the court action. If there is more than one deficiency for a case, list each deficiency on a separate line and in consecutive order. Documents that should be monitored for deficiencies are inventories, accounts, reports, case closings, independent case closings, and proofs of service. Courts should also monitor and report cases for other noncompliance.

Line	Case No.	Name of Fiduciary	Date of Deficiency	Type of Deficiency	Court Action

I certify that on this date I reviewed this report.

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